



## MEMORANDUM

**TO:** Superintendents, Principals

**FROM:** Amanda Snobarger, School Counselor Consultant

**DATE:** December 18, 2009

**SUBJECT:** School Intervention and Career Counseling Development Fund

Each year, school administrators are sent information regarding the application requirements for the School Intervention and Career Counseling Development Program and Fund, which partially pays the salary of a full-time, licensed Elementary (K-6) School Counselor.

If interested in receiving a grant of \$15,000/year (totaling \$30,000 for two years) to partially fund a full-time elementary level School Counselor, please read the details below (application available at: <http://www.doe.in.gov/sservices/sc.htm> ).

- Indiana Code 20-20-17 provides guidelines for the allocation of funds to Indiana schools serving students in grades K-6 for the purpose of “addressing a documented need for a new or expanded school intervention or career counseling program.”
- The annual grant award to each selected school totals \$15,000 to be applied to the salary of a full-time elementary level school counselor.
- Grant applications are reviewed by an advisory committee. Consideration will be given to schools based on the following criteria:
  - Equitable geographic distribution – schools in urban, suburban, and rural areas will be given equal consideration
  - Consideration of the percentage of students within the school corporation who are designated at risk
  - Promotion of innovative methods for initiating and expanding school intervention or career counseling programs
  - Programs that demonstrate the greatest potential for replication and implementation
  - Impact on counselor / student ratios where excessively high
- Grant funds would be available starting August, 2010 and ending June 2012 (\$15,000 each year for two years pending available funds, totaling \$30,000).
- Applications are due by Friday, January 8, 2010. Applicants will be notified of selections before Friday, January 29, 2010.

Any questions related to this grant/application should be directed to:

Amanda Snobarger  
School Counseling Consultant  
Indiana Department of Education

[asnobarg@doe.in.gov](mailto:asnobarg@doe.in.gov) (317) 232-0510

*Please note Amanda will be out of the office from January 4-8.*